

A REGULAR MEETING OF THE FLATHEAD COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES WAS HELD ON DECEMBER 4, 2008 AT THE BIGFORK BRANCH LIBRARY AT 3:05PM

PRESENT: Laura Long (Chair)
Jane Lopp (Vice Chair)
Kristi Hatfield (Trustee)
Connie Leistikio (Trustee)
Kim Crowley (Library Director)
Karen Marr (Minute Clerk)
Patty Jones (Circulation Supervisor)
Stewart Harvey (Library Foundation Director)
Mark Stevens (Patron)
John Stang (The Daily InterLake)

ABSENT: Terry Petersen (Trustee)

WELCOME: The Chair called the meeting to order at 3:05p.m. and welcomed those present.

ADOPTION OF MINUTES OF PREVIOUS MEETING: MOVED BY C LEISTIKO, “that the minutes of the board of trustees held on October 23, 2008 be adopted as corrected”.

SECONDED BY K Hatfield

CARRIED

OPEN TIME FOR PERSONS TO ADDRESS THE BOARD: Mark Stevens stated he was there as an observer only.

REPORTS:

A. Financial Report: Marr

1. Financial statements for the month of October, 2008 show a negative cash balance in fund #2220.
2. October had lower tax revenues collections and three paydays during the month.
3. Financial statements for the month of November, 2008 show a positive cash balance in fund #2220 due to taxes revenues collected.
4. Revenues and expenditures will have to be closely monitored for the balance of FY09..

MOVED BY C LEISTIKO, “that the Financial Report for the period October 1, 2008 to October 31, 2008 be accepted.”

SECONDED BY K HATFIELD

CARRIED

B. Foundation Report: Stewart Harvey, Library Foundation Director

1. The Big Read was very successful with over 500 adults and over 1,000 children participating.
2. Exceptional advertising was provided by the Flathead Beacon and Bee Broadcasting.
3. Foundation's first round annual fund raising letters have been mailed.
4. Foundation wants to build relations with the Board and will sponsor a social event in the spring.
5. Harvey is working with FVCC to acquire marketing and graphic design interns to provide marketing and branding for the FCLS.
6. The First Best Place Task Force is preparing the next phase of fundraising.
7. The next meeting of the Foundation will be January 21, 2009 at the Main Library and the Board members have been invited to attend.

C. Director's Report: Crowley

1. October 08 statistics – continued to January, 2009 meeting
 - a. Circulation is up 13% system wide
 - b. Traffic is up 11% system wide
2. Columbia Falls Update – Hatfield
 - a. The FBPTF is ready to go ahead with the architects and prepare for bids.
 - b. The next phase with the architects will cost \$27,000 and FCLS will contribute \$3,000.
3. Community Fund for Better Bigfork
 - a. CFBB has pledged \$2,000 to add slatwall shelving in the Bigfork Branch Library to display video's, music, dvd's, audio books, magazines and papers.
4. Unique management collection agency – Patty Jones
 - a. Board approved months ago to use this firm for property recovery
 - b. Cost is \$8.95 per account regardless of the amount owed
 - c. A \$10.00 collection fee will be added to each account to cover expense
 - d. Program will be publicized with a 30 day amnesty period.
 - e. The current board agreed to start the program and will review at the January 09 meeting.

UNFINISHED BUSINESS:

A. Trustee Tips DVD, chapter 2

1. Moved to January, 2009 meeting
2. Kristi Hatfield asked if a printed summary could be provided.

NEW BUSINESS:

A. Trustee job Description: Hatfield

1. Corrections and revisions were made online

MOVED BY J LOPP “that the final draft of FCL Trustee Job Description be adopted”

SECONDED BY K HATFIELD

CARRIED

B. Policy Review: Lopp and Crowley

1. #3001, Circulation Policy (update and adopt)

MOVED BY C LEISTIKO “that final draft of policy #3001 be adopted”

SECONDED BY K HATFIELD

CARRIED

2. #2006, Residency (suggest repeal)

MOVED BY J LOPP “that #2006 be repealed”

SECONDED BY C LEISTIKO

CARRIED

3. #1004, Donations (update and adopt)

MOVED BY J LOPP “that final draft of #1004 be accepted as presented”

SECONDED BY C LEISTIKO

CARRIED

4. #1001, Fair Treatment statement (update and adopt)

MOVED BY J LOPP “that final draft be accepted as presented”

SECONDED BY C LEISTIKO

CARRIED

5. #2002 & #2005, Hours of Service and Library Holidays (combine and adopt)

MOVED BY J LOPP “that #2002 & #2005 be combined and adopted as revised”

SECONDED BY C LEISTIKO

CARRIED

MOVED BY J LOPP “that #2005, Library Holidays be repealed”

SECONDED BY C LEISTIKO

CARRIED

MOVED BY J LOPP “that #2002, Hours of Service be accepted as revised”

SECONDED BY C LEISTIKO

CARRIED

6. #1003, Protection of Copyright (update and adopt)

MOVED BY J LOPP “that the revision of #1003 be adopted”

SECONDED BY C LEISTIKO

CARRIED

C. New Main Library Project document: Leistiko (finalize and adopt)

1. Corrections and revisions were made online

MOVED BY J LOPP “that the New Main Library Project document be adopted as revised”

SECONDED BY K HATFIELD

CARRIED

ADJOURNMENT: Meeting adjourned at 5: 47 p.m.

NEXT REGULAR MEETING: January 22, 2009, 3:00 pm at the Main Library, Kalispell